

OFFICE OF THE CITY MANAGER

DATE: FRIDAY, FEB. 28, 2014
TO: MAYOR AND CITY COUNCIL
FROM: SCOTT H. NEAL, CITY MANAGER
RE: FRIDAY REPORT FOR FEB. 28, 2014

FRIDAY REPORT



- 1. Frozen Water Service Information** – So far this winter, the Public Works Department has responded to 35 frozen water services in the community. The possibility of freezing service lines may continue throughout the winter. To gauge the likelihood of possible freezing services, a homeowner should check services by running the tap water in a lower-level sink until it is cold, and then measuring the temperature of the water. If the temperature of the water is 35 degrees or lower, the City urges you to call the Public Works Department's Utilities Division at 952-826-0376 and begin letting the water in that sink run continuously in a small, steady stream. The recommended amount of flow is about a quarter-gallon per minute, or roughly a stream the diameter of a pencil. If the temperature is lower than 35 degrees, keep the water running at all times until the water temperature increases to above 40 degrees.
- 2. State of the Community** – The 2014 State of the Community address will be presented 7 p.m. Monday, March 3 in the Council Chambers of City Hall.
- 3. Pentagon Park** – At its Feb. 26 meeting, the Planning Commission recommended approval of a preliminary rezoning to Planned Unit Development and an Overall Development Plan for Pentagon Park. Anticipated uses include: 1.4 million square feet of office, 40,000 square feet of retail, a 400-room hotel, shared parking ramps, and the potential for multi-family housing in the future. The City Council will consider this request at the March 18 meeting.
- 4. Fall Into the Arts** – Art Center General Manager Michael Frey has been named the Chair of the Fall into the Arts Festival after the retirement of Pat Dawson in 2013. Michael will coordinate artists and food vendors and a new process for artist registration will be used called Zapplication. Called "Zapp" for short, the online registration process is used by many Art Fairs across the country, including the Edina Art Fair, and simplifies the process greatly.
- 5. Employee News** – I did exit interviews today with Chief Building Official Steve Kirchman and Payroll Specialist Vicki Olson. Today is the final day of employment with the City for both of them. They will be missed.
- 6. Police Department** – The new Police Department union contract includes a pilot program for early notice of retirement. The program has resulted, so far, in three resignation notices this week for officers who are going to retire in May. The program will help us expedite the hiring and training of new officers prior to the retirement dates and allow us to keep our staffing levels near normal levels during the transition.

- 7. Parks & Rec Grants** – The Parks & Recreation Department will receive two new grants. The Edina Rotary Club is granting \$2,900 to purchase SNAG (Starting New at Golf) equipment for the Larry Nelson Adaptive Golf Program at the Braemar Golf Course. An additional \$1,000 grant has been secured from DOW for recycling containers and plants and seeds for the Edible Playground at Lewis Park.
- 8. B&C Orientation** – We will be hosting orientation meetings for new Board and Commission members 5:30 to 6:30 p.m. Thursday, March 6 and Monday, March 10 at City Hall.
- 9. Yorktown Community Garden** – All 54 plots in the community garden have been rented for 2014.
- 10. Tree Preservation Ordinance** – The Planning Commission held a public hearing this week to consider an amendment to the City Code regarding tree preservation. The Commission recommended revisions to the amendment, and continued action on the request to March 26. The City Council will consider the amendment in April.
- 11. Law Enforcement Innovation** – Since Feb. 1, Hennepin County has been using a new electronic submission process. The new process allows detectives and administrative staff to submit cases to Hennepin County from our computers, get the responding complaint from the Hennepin County Attorney's office, and uses the BCA E-Charging system. We will also be able to sign the complaints from our desk using a finger swipe validation attached to our computers. The complaint then goes to the judge to sign. We will no longer need to drive downtown to pick up the complaint, sign it, take it to a judge for signing, and then deliver it to the 11th floor for filing with the court. This will be a great time saver.